Transition Task Force
Wednesday, May 10, 2017
12:00 PM – 4:00 PM
La Cite Francophone – Hall Jean-Louis Dentinger
8527 rue-Marie-Gaboury (91 Street), Edmonton

Members:
William Choy, Town of Stony Plain (Chair)
Roxanne Carr, Strathcona County (Vice Chair)
Randy Boyd, Town of Bon Accord
Robert Cotterill, City of Spruce Grove (City Manager)
Dwight Ganske, Town of Stony Plain (Alternate)
Mike Heck, Parkland County (CAO)
Andy Isbister, Town of Morinville (CAO)
Don Iveson, City of Edmonton
Gary Klassen, City of Edmonton (Deputy City Manager)
Greg Krischke, City of Leduc
Bonnie Riddell, Strathcona County (Alternate)
Robyn Singleton, Lamont County (CAO)
Dana Smith, City of Leduc (Alternate)
Mel Smith, Town of Redwater (Alternate)
Michaell Walters, City of Edmonton (Alternate)

Guests:
Lindsey Butterfield, City of Edmonton
Gibby Davis, City of Edmonton
Trevor Duley, Sturgeon County
Debbie Hamilton, Town of Redwater
Michelle Hay, City of Leduc
Brandy Kelly, City of Leduc
Marnie Lee, Strathcona County
Nisha Patel, City of St. Albert
Matthew Siddons, City of Fort Saskatchewan
Lynette Tremblay, City of St. Albert

Regrets:

CRB Staff & Consultants:
Malcolm Bruce, CEO
Neal Sarnecki, Project Manager
Sharon Shuya, Project Manager
Stephanie Chai, Project Manager
Loren Lennon, Communications Manager
Brandt Denham, GIS Manager
Amanda Borman, Executive Assistant

1. CALL TO ORDER

Chair, Mayor William Choy called the meeting to order at 12:45 p.m.
2. Chair's Opening Remarks

3. Approval of Agenda

   Motion: That the Transition Task Force approve the revised agenda.
   Moved by: Mayor Randy Boyd, Town of Bon Accord
   Decision: Carried unanimously

4. Approval of Minutes of April 13, 2017

   Motion: That the minutes of April 13, 2017 be approved.
   Moved by: Mayor Greg Krischke, City of Leduc
   Decision: Carried unanimously

5. Summary of Regional Input from April 13, 2017 Meeting

   Chair, Mayor William Choy provided a summary of Regional Input from the April 13, 2017 meeting for information.

6. Board Governance

   Nouran Ashraf, Rotman School of Management, University of Toronto provided a presentation on Board Governance.

7. Governance Model Delegation of Authority - revised

   Motion: That the Transition Task Force endorse the revised Delegation of Authority Schedule to be included in the Transition Plan and recommend it to the Board for approval.
   Moved by: Mayor Roxanne Carr, Strathcona County
   Decision: Carried unanimously

8. Proposed Board Governance Model

   Motion: That the Transition Task Force endorse the Governance Model to be included in the Transition Plan as presented and recommend it to the Board for approval.
   Moved by: Mayor Don Iveson, City of Edmonton
   Decision: Carried unanimously

9. Terms of Reference

   a. Executive Committee

   Motion: That the Transition Task Force endorse the Executive Committee Terms of Reference to be included in the Transition Plan as amended and recommend it to the Board for approval.
Moved by: Mayor Roxanne Carr, Strathcona County
Decision: Carried unanimously

b. Audit & Finance Committee

Motion: That the Transition Task Force endorse the Audit & Finance Committee Terms of Reference to be included in the Transition Plan as amended and recommend it to the Board for approval.
Moved by: Mayor Greg Krischke, City of Leduc
Decision: Carried unanimously

c. Task Force(s)

Motion: That the Transition Task Force endorse the Task Force(s) Terms of Reference to be included in the Transition Plan as presented and recommend it to the Board for approval.
Moved by: Mayor Randy Boyd, Town of Bon Accord
Decision: Carried unanimously

d. CAO Standing Committee

Motion: That the Transition Task Force endorse the CAO Standing Committee Terms of Reference to be included in the Transition Plan as presented and recommend it to the Board for approval.
Moved by: Mayor Roxanne Carr, Strathcona County
Decision: Carried unanimously

10. Board and Committee Schedule

Motion: That the Transition Task Force endorse the Board and Committee Schedule, to be included in the Transition Plan as presented and recommend it to the Board for approval.
Moved by: Mayor Roxanne Carr, Strathcona County
Decision: Carried unanimously


Motion: That the Transition Task Force endorse the draft 2018/2019 Board Priorities Workplan, to be included in the Transition Plan as presented and recommend it to the Board for approval.
Moved by: Mayor Randy Boyd, Town of Bon Accord
Decision: Carried unanimously
12. Provincial Advocacy Update

Malcolm Bruce, CRB CEO, provided a brief provincial advocacy update and Mayor Greg Krischke, Chair of the Advocacy & Monitoring Committee, gave a brief update on its behalf.

13. Next Meeting Date – May 25, 2017
   8:30 AM – 1:30 PM, La Cite Francophone – Hall Jean-Louis Dentinger

14. Adjournment

   The Chair declared the meeting adjourned at 3:37 p.m.

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Committee Chair, William Choy